

HUMAN RESOURCES OFFICE - CALIFORNIA NATIONAL GUARD TECHNICIAN VACANCY ANNOUNCEMENT

VACANCY ANNOUNCEMENT #

10-016

OPEN PERIOD:

1/8/2010 – 2/7/2010

JOB TITLE:Range Operations
Manager**PAY GRADE AND SERIES:**

GS-0301-11

PAY RANGE:

\$67,963 - \$88,349

POSITION LOCATION:

Camp Roberts, CA.

UNIT:

MTC – Camp Roberts

PDCN #: 70569000**Security Clearance Required:**

Secret

APPOINTMENT TYPE: PERMANENT - DUAL STATUS**AREA OF CONSIDERATION:** CURRENT CALIFORNIA NATIONAL
GUARD MEMBERS/TECHNICIAN

Military grade of O-1 through O-4.

Compatible Military Grade Assignment: MOS 01A.**Key Requirements:****THIS IS A PERMANENT POSITION**

This position is located in the Joint Force Headquarters—State, Operations Directorate (J-3), Army National Guard (ARNG) Training Center, Range Operations. The primary purpose of this position is to serve as a Range Operations Manager with responsibility for live fire training facilities and impact areas; serving as an advisor on all matters pertaining to the use of training center range facilities; and maintaining responsibility for the conduct and safe firing of live ordnance. Manages technicians, AGR personnel, state, contract, and M-Day soldiers. Develops state and Federal financial budgets to include the Range and Training Land Program, Integrated Training Area Management program, and state budgets. Plans and coordinates specialized training events involving Active and Reserve Component Special Operations Forces of a classified nature. May support JCS level exercises for Commanders In Chief of Combatant Commands such as U. S. Central Command.

Recruitment/Relocation Incentive/Advance in Hiring Rate Based on Superior Qualification IS authorized upon approval.

PAYMENT OF PERMANENT CHANGE OF STATION (PCS): Payment of Permanent Change of Station (PCS) MAY BE authorized, subject to provisions of the Joint Travel Regulations and an agency determination that a PCS move is in the Government's interest

Position Requires Travel: Infrequent/Rare.

QUALIFICATIONS and EVALUATION:

General: Experience, education, or training which provided a general knowledge of the principles of organization, management, and administration.

Range Operations Manager GS-0301-11: Must have 36 months of specialized operating, program, or managerial experience in a type of work or a combination of functions directly related to the position to be filled or in comparable work or functions; experience in developing and recommending policy; organizing and carrying out specific programs, evaluating and recommending changes in methods of operations; experience in supervisory, staff or technical work which included study, analysis or evaluation leading to the development or improvement of managerial or administrative policies, practices and procedures; experience preparing written communications and oral presentations and/or briefings or requiring the candidate to communicate orally at the level of the position to be filled.

KNOWLEDGES, SKILLS, AND ABILITIES: The following knowledge's, skills, and abilities will be used by the selecting officials to determine the best qualified applicants from which selection will be made:

1. Knowledge of the principles and standard practices of management.
2. Knowledge of the techniques of organization, direction, coordination and control.
3. Ability to formulate and execute long range plans and programs.
4. Skill in oral and written communication.

SUBSTITUTION OF EDUCATION FOR SPECIALIZED EXPERIENCE: Completion of courses such as the Officer Advanced Course, Squadron Officer School, Command and Staff College, Air and Army War College, National Security Management Course and others of comparable level will be credited at the rate of 1 month of education for two months of specialized experience.

COPIES OF TRANSCRIPTS ARE REQUIRED FOR EDUCATION TO BE CREDITABLE

CREDITING NATIONAL GUARD EXPERIENCE: NATIONAL GUARD SERVICE MAY BE CREDITED AS FULL-TIME EXPERIENCE WHEN EVALUATED AGAINST THE QUALIFICATION REQUIREMENTS FOR A MILITARY TECHNICIAN POSITION. EXPERIENCE MUST BE DIRECTLY RELATED TO THE POSITION AND MUST BE DESCRIBED IN THE WORK EXPERIENCE SECTION OF THE APPLICATION. THE LEVEL OF EXPERIENCE WILL BE DETERMINED BY THE ACTUAL DUTIES AND RESPONSIBILITIES PERFORMED.

CONDITIONS OF EMPLOYMENT:

- Must qualify for appropriate level of security clearance required for the position.
- Must maintain a compatible military unit, grade, and job assignment within the CA National Guard and wear appropriate military required grooming standards.

HOW TO APPLY:

1. Submit an Optional Form (OF) 612, Optional Application for Federal Employment **OR** a current resume.
2. Submit any required documents (see Required Documents below).
3. Submit application package and title file "Resume" or "Application" with your first and last name to the California National Guard – HRO Office via email at: NGCAHRJOBSTECH@CA.NGB.ARMY.MIL
4. Please ensure that the Vacancy Announcement number and position title is indicated in the "subject" line of email.
5. When emailing documents, please submit them in one PDF file or Word file.

IF YOU DO NOT RECEIVE A CONFIRMATION EMAIL WITHIN 2 BUSINESS DAYS, PLEASE CONTACT THE HRO STAFFING TEAM AT (916) 854-3350

REQUIRED DOCUMENTS (Application Packet):

- OF 612, Optional Application for Federal Employment **OR** current resume (mandatory)
- Transcripts, if applicable

OPTIONAL DOCUMENT (Application Packet):

- SF 181, Ethnicity and Race Identification Form

THE FOLLOWING DOCUMENTS ARE NOT ACCEPTABLE AS ATTACHMENTS TO APPLICATIONS: PHOTOGRAPHS, COPIES OF POSITION DESCRIPTIONS, TRAINING CERTIFICATES, PERFORMANCE RATINGS (CIVILIAN OR MILITARY), AWARDS OR LETTERS OF APPRECIATION.

APPLICATION FORMS ARE AVAILABLE AT THE HUMAN RESOURCES OFFICE WEBSITE

www.calguard.ca.gov/cahr and at www.opm.gov/forms/ .

APPLICATIONS ARE ACCEPTED VIA EMAIL ONLY TO: NGCAHRJOBSTECH@CA.NGB.ARMY.MIL

The Human Resources Office will not accept applications via fax or mail without prior consideration from HRO Staffing. Resumes and Applications (OF 612) must include a valid return email address.

Upon receipt, the Human Resource Office will review your application packet to determine if it meets the minimum Qualifications Requirements and the Area of consideration. The rating you receive is based on your application and supporting documents that you provide. Please follow all instructions carefully. **Applications or resumes without a current return email will not be considered.** Errors or insufficient information may affect your rating.

ALL APPLICATIONS MUST BE RECEIVED IN THE HUMAN RESOURCES OFFICE (HRO) BY Midnight (Pacific Time) BY THE CLOSING DATE INDICATED ABOVE.

VETERANS PREFERENCE DOES NOT APPLY.

All California National Guard Technician Vacancy Announcements can be found on our job website. Questions about announcements or how to apply may be directed to HRO Staffing at (916) 854-3350 or via email to

NGCAHRJOBSTECH@CA.NGB.ARMY.MIL

THE CALIFORNIA NATIONAL GUARD IS AN EQUAL OPPORTUNITY EMPLOYER